

**HUMAN RESOURCES OFFICE
CALIFORNIA NATIONAL GUARD
P.O. BOX 269101
SACRAMENTO, CA 95826-9101**

ARMY TECHNICIAN VACANCY ANNOUNCEMENT #04-540

**Production Controller
40021000/A
GS-1152-09/08
\$40,454 - \$52,591 pa
\$36,626 - \$47,615 pa**

**ANNOUNCEMENT DATE: 2 December 2004
CLOSING DATE: 28 December 2004**

SELECTING OFFICIAL: Shop Superintendent

**APPOINTMENT FEATURES: Excepted Service
Warrant Officer/Enlisted Grade**

POSITION LOCATION: CSMS – Stockton, CA

THIS IS AN INDEFINITE POSITION

POSITION WILL BE FILLED AT THE GS-09/08 LEVEL BASED UPON QUALITY OF EXPERIENCE

SELECTEE MAY BE CONVERTED TO PERMANENT STATUS IF/WHEN POSITION BECOMES UNENCUMBERED.

This position is located in a Combined Support Maintenance Shop (CSMS) or a Mobilization and Training Equipment Site (MATES) with direct support maintenance. The position serves as the chief production controller in the organization.

1. AREA OF CONSIDERATION: Statewide. All applications will be accepted; however, first consideration will be given to permanent technicians of the California Army National Guard.

2. CONDITIONS OF EMPLOYMENT: a. Must qualify for appropriate level of security clearance required by the position. b. Must wear appropriate military uniform including required grooming standards. c. Must maintain a compatible military unit, grade, and job assignment as required by current directives. d. Must participate in PD/EFT (Direct Deposit).

3. MILITARY GRADE AVAILABLE: WARRANT OFFICER/ENLISTED GRADE. PRIOR TO EFFECTIVE DATE OF PERSONNEL ACTION, SELECTEE MUST OCCUPY A COMPATIBLE MILITARY POSITION WITHIN A COMPATIBLE UNIT IN ENLISTED GRADE OR HAVE A COMPATIBILITY WAIVER APPROVED BY NATIONAL GUARD BUREAU.

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GRADE INVERSION IS NOT ALLOWED. IF THIS IS A SUPERVISORY POSITION, THE MILITARY GRADE OF SELECTEE MUST BE EQUAL TO OR HIGHER THAN THE MILITARY GRADE OF THOSE TO BE SUPERVISED.

NOTICE: All National Guard applicants must state Unit of Military Assignment, Military grade and MOS/AFSC.

4. QUALIFICATION REQUIREMENTS:

a. **General:** Experience, education, or training which indicates the candidate can reason in quantitative terms, can express himself orally and in writing, and understands the terminology and data pertaining to the repair operations and processes characteristic of the production activity.

b. **Specialized:** Must have 24 months specialized experience as a supervisor, or contacts that required an interchange of information resulting in a specific required action to be completed; experience where candidate scheduled workflow in more than one area and was responsible for coordinating products or materials from support activities; experience in performing or supervising journeyman level work in a shop located within the production facility; and experience where applicant exercised immediate control tasks such as: preparing job or work orders, scheduling various phases of projects into the shops, following up to see if work is processing as planned, and arranging for adjustments in materials, machine processes, and work sequencing to allow for unanticipated changes.

If selected at the GS-08 level, the appointee may be non-competitively promoted to the GS-09 level based on quality of experience and recommendation of supervisor.

c. **Substitution of Education:** Two full academic years of graduate education which is directly relevant to production or industrial management will satisfy the requirements for GS-09 positions. Appropriate education and training other than that outlined above, such as in manpower development programs, military training programs or formal apprenticeship programs, will be granted credit on a month for month basis.

TO BE CREDITABLE, XEROX COPIES OF COLLEGE TRANSCRIPTS ARE REQUIRED

CREDITING NATIONAL GUARD EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.

5. KNOWLEDGES, SKILLS, AND ABILITIES: The following knowledges, skills, and abilities will be used to determine the best qualified applicants from which selection will be made.

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- a. Ability to communicate both orally and in writing.
- b. Ability to exercise initiative in taking timely action to schedule and obtain required materials.
- c. Knowledge of the organization and work procedures of the production activity.
- d. Ability to exercise considerable initiative in taking prompt and decisive action to prevent or alleviate delays due to conflicts in scheduling, lack of materials, or faulty work processes.

SELECTEE WILL BE REQUIRED TO BE ASSIGNED IN A COMPATIBLE MILITARY POSITION IN ENL: 13, 14, 91, 92, 63, 210A, 92A/Y/Z.

MALE SELECTEES BORN AFTER 31 DECEMBER 1959 WILL BE REQUIRED TO SIGN A PRE-APPOINTMENT CERTIFICATE STATEMENT FOR SELECTIVE SERVICE.

INSTRUCTIONS FOR APPLYING: INDIVIDUALS MAY APPLY BY SUBMITTING AN OPTIONAL FORM (OF) 612, OPTIONAL APPLICATION FOR FEDERAL EMPLOYMENT; A STANDARD FORM (SF) 171, APPLICATION FOR FEDERAL EMPLOYMENT; A RESUME OR ANY OTHER WRITTEN FORMAT. IF YOUR APPLICATION OR RESUME DOES NOT INCLUDE ALL THE ITEMS REQUESTED ON THE OF-612 AND THIS VACANCY ANNOUNCEMENT, ALONG WITH A NARRATIVE DESCRIPTION OF HOW YOU MEET THE GENERAL AND SPECIALIZED EXPERIENCE REQUIREMENTS, YOU MAY LOSE CONSIDERATION FOR THE POSITION. IF YOU DESCRIBE MORE THAN ONE TYPE OF WORK (FOR EXAMPLE, CARPENTRY AND PAINTING, OR PERSONNEL AND BUDGET), WRITE THE APPROXIMATE PERCENTAGE OF TIME YOU SPENT DOING EACH. THE ABOVE FORMS ARE AVAILABLE AT THIS OFFICE AND ANY FEDERAL AGENCY.

SUBMIT APPLICATIONS TO THE HUMAN RESOURCES OFFICE (HRO), P.O. BOX 269101, SACRAMENTO, CA 95826-9101 (OR FOR EXPRESS MAIL: 9800 GOETHE ROAD, SACRAMENTO, CA 95826-9101). *ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY CLOSE OF BUSINESS ON THE CLOSING DATE INDICATED ABOVE.* VETERANS PREFERENCE DOES NOT APPLY.

****ALL APPLICATIONS MUST BE SIGNED & DATED****

THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARDS OR LETTERS OF APPRECIATION.

FEDERAL LAW PROHIBITS THE USE OF GOVERNMENT ENVELOPES, POSTAGE, OR FACSIMILE (FAX) FOR SUBMISSION OF APPLICATIONS.

PERMANENT CHANGE OF STATION (PCS) EXPENSES MAY/MAY NOT BE AUTHORIZED FOR THIS POSITION. AUTHORIZATION FOR PAYMENT OF PCS EXPENSES WILL BE GRANTED ONLY AFTER DETERMINATION IS MADE THAT PAYMENT IS IN THE BEST INTEREST OF THE CALIFORNIA NATIONAL GUARD.

**THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER
OUR WEBSITE ADDRESS IS: [HTTP://WWW.CALGUARD.CA.GOV/CAHR](http://www.calguard.ca.gov/cahr). YOU CAN LOCATE ALL CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENTS USING THIS SITE.**